**Meeting Agenda**

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| Meeting: | SPAN Steering Committee Meeting |
| Date and Time: | 8/27/20 11am-12pm PST |
| Meeting Link | <https://cedars.webex.com/cedars/j.php?MTID=me58a77df28a9e995e4ea6fa5449e675b> |
| Meeting Number: | 925 004 793 |
| Present: | Patrick Lyden, Jessica Lamb, Lauren Sansing, Ligia Boisserand, Ray Koehler, Jiadi Xu, Cenk Ayata, Jarek Aronowski, Anjali Chauhan, Andrew Goh, Enrique Leira, David Hess, MB Khan, Kris Dhandapani, Pradip Kamat, Francesca Bosetti, Jim Koenig, Clinton Wright, Andre Rogatko, Monica Estrada, Karen Crawford, Ryan Cabeen, Shuning Huang, Nirav Dhanesha, Senthil Karuppagounder, Anil Chauhan, Ali Herman, Joseph Mandeville, Andreia Morais, Lidiya Obertas, Steve Lannon, Fahmeed Hyder, Tom Qin, Basav Sanganahalli, Marcio Diniz, Karisma Nagarkatti |

**Agenda Items**

* 1. **Pilot Study- review preliminary results and feedback from sites**
     1. Enrollment/Surgery completed Updates
     2. REDCap forms
        1. Sites will receive randomizations at most 2 business days before intended surgery date
        2. “Resolve Issues” feature on REDCap- Sites are responsible for checking this feature weekly
     3. Behavior
        1. Number of Assigned Videos vs. Scored videos
        2. Preliminary Baseline Corner Test Results
        3. Grid Walk Scoring SOP 13
     4. MRI Updates
        1. Number of MRI uploaded vs.MRI analyzed by pipeline
        2. Reminder: Sites need to email Karisma MRI data template with description listing what is acquired for each MRI scan uploaded into IDA for the pilot study
  2. **RIC Distribution and Rotation Schedule** 
     1. Target date for Stage 1: October 5th, 2020
     2. RIC Rotation for Stage 1
     3. Sites to send IACUC protocols (full text) to the CC prior to Stage 1 start- IW and MGH sent to CC
  3. **LONI Updates**
     1. Update on coding IDA to receive different mp4 formats
  4. **SPAN Website** 
     1. [www.spannetwork.org](https://dkode.technology/netscintific/)
     2. Sites to use Support Forum to provide feedback on protocols
  5. **Next Steering Call will be hosted on Zoom**
  6. **Miscellaneous**

**Work Items**

1. Each site PI to discuss feasibility of acquiring a room to reset the light-dark cycle with their COMPMED
2. Each site PI to submit finalized IACUC protocols to the CC prior to stage 1 start – Iowa, MGH sent

Next Meeting date: 9/24/20 11am PST